



Policy: 1001
Procedure: 1001.01
Chapter: Structure and Authority
Rule: Legal Duties and Responsibilities of the Director

Effective: 08/29/06
Replaces: 1001 Rules
Dated: 09/19/00

Purpose:

The Arizona Department of Juvenile Corrections (ADJC) has legislative obligations which are detailed in Chapter 26, Title 41-2801 through 41-2832 of the Arizona Revised Statutes. The responsibilities of the Director and the Agency and the required services are listed herein.

Rules:

1. The **DIRECTOR** shall ensure the administration of facilities, programs, and provision of a continuum of services to juveniles, regardless of gender, ethnicity, country of origin, race, religion, disability, or sexual orientation, consisting of individualized programs and treatment in the least restrictive setting consistent with the juvenile's needs, the protection of the public, and the juvenile's commitment order.
2. The **DIRECTOR** shall ensure the provision to each juvenile of an initial comprehensive diagnostic review to ensure a standardized objective basis for the level of restrictiveness assigned.
3. The **DIRECTOR** shall ensure adoption of policies, according to law, which govern facilities, offices, projects, and programs including, but not limited to:
 - a. Education;
 - b. Vocational education and training;
 - c. Work experiences;
 - d. Discipline;
 - e. Recreation;
 - f. Group and individual counseling, including but not limited to:
 - i. Sex offender counseling;
 - ii. Violent offender counseling;
 - iii. Substance abuse and chemical dependency programs; and
 - iv. Other activities to restore or to improve the self-reliance and mental health of committed juveniles.
4. The **DIRECTOR** shall ensure the development of programs that encourage family involvement in the rehabilitation of juveniles in secure care as well as in the juvenile's home community to include, but are not limited to:
 - a. Visitation;
 - b. Individual counseling; and
 - c. Family counseling.
5. The **DIRECTOR** shall ensure the continuing inquiry and evaluations into the effectiveness of the treatment methods ADJC employs in the reformation of the juveniles.
6. The **DIRECTOR** shall ensure establishment of programs to aid the juvenile's transition and reintegration into the community when placed on conditional release status to include:
 - a. Intensive casework services;
 - b. Day and evening programming; and
 - c. Active community supervision.

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7. The **DIRECTOR** shall ensure the cooperation and collaboration with juvenile and criminal justice agencies to promote the establishment and maintenance of community-based services that meet the needs of families and provide services to juveniles who are not appropriate for secure care placement.
8. The **DIRECTOR** shall ensure cooperation with other agencies and organizations to encourage the establishment of prevention programs to reduce delinquency, promote the successful investigation of crimes and delinquent acts and to participate in the research of Best Practices that promote public safety.
9. The **DIRECTOR** shall ensure the continuing study of the problem of juvenile delinquency in this state and an ongoing effort to focus public attention on developing solutions to this problem.
10. The **DIRECTOR** shall ensure cooperation with the Arizona Department of Health Services and the Arizona Department of Economic Security in developing intergovernmental agreements and adopting rules to implement the agreements. The Director shall ensure the agreements:
 - a. Define their respective roles in providing services to mentally ill juveniles and developmentally disabled juveniles who are committed to the ADJC;
 - b. Designate specific procedures for providing services to committed juveniles; and
 - c. Provide a means of sharing funding, expertise, and training opportunities. ADJC shall adopt rules to implement the agreement.

Effective Date:	Approved by Process Owner:	Review Date:	Reviewed By:
09/01/2006	Michael D. Branham, Director		